

Revised 2/05

**A RESOLUTION OF THE BOARD OF GOVERNORS OF FIRE AND
AMBULANCE DISTRICT 1 OF MONROE COUNTY, FLORIDA
APPROVING REVISED ATTACHMENT "I" TO THE VOLUNTEER
FIRE AND EMS SERVICE AGREEMENTS AMENDMENT
NUMBER 1 APPROVED JUNE 15, 2005, BETWEEN MONROE
FIRE AND AMBULANCE DISTRICT 1 AND BIG COPPITT
VOLUNTEER FIRE DEPARTMENT, INC., SUGARLOAF KEY
VOLUNTEER FIRE DEPARTMENT, INC., THE BIG PINE KEY
VOLUNTEER FIRE DEPARTMENT, INC., LAYTON VOLUNTEER
FIRE DEPARTMENT, INC., AND TAVERNIER VOLUNTEER FIRE
AND AMBULANCE CORPS, INC., PRESCRIBING THE
VOLUNTEER FIRE AND EMS MEMBERSHIP REIMBURSEMENT
GUIDELINES**

WHEREAS, On June 15, 2005, the Board of Governors of Fire and Ambulance District 1 of Monroe County, Florida approved Amendment Number 1 to each of the Volunteer Fire and EMS Service Agreements in District 1 between Monroe County Fire and Ambulance District 1 and Big Coppitt Volunteer Fire Department, Inc., Sugarloaf Key Volunteer Fire Department, Inc., The Big Pine Key Volunteer Fire Department, Inc., Layton Volunteer Fire Department, Inc., and Tavernier Volunteer Fire and Ambulance Corps, Inc.; and

WHEREAS, this Amendment Number 1 included Exhibit 1 to the Amendment, entitled "Volunteer Fire and EMS Membership Reimbursement Guidelines", labeled Attachment "T" to distinguish it from other attachments to the original Volunteer Fire and EMS Service Agreements in District 1; and

WHEREAS, the President of the Monroe County Fire Chiefs' Association (MCFCA) had questions and proposals concerning the provisions of Attachment "T"; and

WHEREAS, the Board of Governors of Fire and Ambulance District 1 directed the County Administrator, the County Fire Chief, and the President of the MCFCA to meet and reach a consensus on those items; and

WHEREAS, the County Administrator, the County Fire Chief, and the President of the MCFCA met and came to an agreement and prepared a revised version of Attachment "T", Exhibit 1 to Amendment Number 1;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF GOVERNORS OF FIRE AND AMBULANCE DISTRICT 1 OF MONROE COUNTY, FLORIDA:

That Exhibit A attached to this Resolution, Revised Attachment "T", Exhibit 1 to Amendment Number 1 to the Volunteer Fire and EMS Service Agreements approved June 15, 2005 between Monroe County Fire and Ambulance District 1 and Big Coppitt Volunteer Fire Department, Inc., Sugarloaf Key Volunteer Fire Department, Inc., The Big Pine Key Volunteer Fire Department, Inc., Layton Volunteer Fire Department, Inc., and Tavernier Volunteer Fire and Ambulance Corps, Inc. is hereby approved and adopted. .

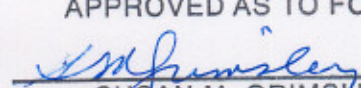
PASSED AND ADOPTED by the Board of Governors of Fire and Ambulance District 1 of Monroe County, Florida at a regular meeting of said Board held on the _____ day of _____, A.D., 2005.

Chairperson Kevin Madok
Commissioner David Rice
Commissioner George Neugent
Mayor Dixie Spehar
Councilman John Cromartie

(SEAL)
Attest: DANNY L. KOLHAGE, Clerk

**BOARD OF GOVERNORS FIRE AND AMBULANCE
DISTRICT 1 OF MONROE COUNTY, FLORIDA**

By _____
Deputy Clerk

By _____
Mayor/Chairman
MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:

SUSAN M. GRIMSLEY
ASSISTANT COUNTY ATTORNEY

Revised Attachment "T"
Volunteer Fire & EMS Membership Reimbursement Guidelines
Monroe County, Florida

I. INTENT:

- A. To define the criteria and process for the disbursement of stipends to the active volunteer firefighters and emergency medical services providers serving unincorporated Monroe County, Florida.

II. PURPOSE:

- A. To help to reimburse volunteer fire and EMS personnel for expenses incurred as a result of their participation in their respective volunteer fire or EMS organizations.
- B. The volunteer reimbursement system will provide incentives for individuals who choose to increase their training, participation or rank/position within the volunteer fire or EMS organization. It will also assist in the recruitment and retention of volunteers.

III. GENERAL GUIDELINES AND PROGRAM CRITERIA:

A. FUNDING:

- 1. Funding of this reimbursement/stipend program is based on an annual appropriation from the Monroe County Board of County Commissioners. The funding level is currently set at \$375,400 in MSTD 1 and \$220,200 in MSTD 6. The individual corporations are responsible for administering the reimbursement/stipend program within the guidelines established by this attachment. There shall be no additional reimbursement provided once funding is exhausted in that corporation's budget.
- 2. The Chief serving each corporation shall verify compliance with the requirements of this agreement.

B. RELATIONSHIP:

- 1. The relationship of the County to the individual volunteer firefighter or EMS provider is non-existent for the purposes of this reimbursement/stipend program and the county has no employer responsibility. The relationship between the individual volunteer firefighter or EMS provider and his/her volunteer fire or EMS department is established in the *Agreement of Understanding Between the Individual Volunteer Firefighter or EMS Provider and the Fire Department or Ambulance Corps*.

C. ELIGIBILITY:

- 1. Must be a full member (not a probationary member) in good standing with a Volunteer Fire or EMS Department.

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Monroe County, Florida

2. Must maintain the position of active combat firefighter, state-certified emergency medical services provider, support personnel or administrative/technical personnel.
3. Shall have executed an *Agreement of Understanding Between the Individual Volunteer Firefighter or EMS Provider and the Fire Department or Ambulance Corps*.

D. MINIMAL REQUIREMENTS:

1. Must attend two (2) training meetings per month or be excused from training by the volunteer fire or EMS chief.
2. Must meet the minimum percentage of calls per month based on years of service/seniority. NOTE: Station shifts, approved details and medical calls count toward the total number of calls required.
3. Within the previous twelve months, must have attended at least two periodic training sessions at the Joe London Fire Training Facility or any other training opportunity found acceptable by the Monroe County Fire Rescue Training Bureau.

E. CRITERIA:

1. **BASE REIMBURSEMENT:** Members meeting the minimal requirements will be eligible to receive a monthly base reimbursement dependent upon position and qualifications and rank at the schedule indicated herein:

Position & Qualifications	Base	Per Call	Maximum Monthly
Rookie FF, Support & Administrative Personnel	75	10	500
Driver-Engineer*, Extrication Specialist*, Technical Rescue Specialist*	125	10	750
Firefighter I or EMT-B*	150	10	750
Firefighter II or EMT-P*	175	15	750
Lieutenant, state FFI certified	175	20	850
Captain, state FFI certified	200	20	850
Lieutenant, state FFII certified	250	20	850
Captain, state FFII certified	275	20	850
Battalion or Assistant Chief**	300	20	950
Deputy Chief**	325	20	950
Chief**	400	20	1000

* non-state-fire certified

** must be state FFI certified, at minimum

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2. **ADDITIONAL REIMBURSEMENT:** Additional reimbursement will be added to the base reimbursement amount for each of the additional qualifications or certifications possessed by the individual at the schedule indicated herein:

Additional Qualifications	Add to Base
Driver Engineer	15
Advanced Extrication	15
EMT or Greater	15
HAZ. Mat Technician	15
Technical Rescue (i.e. Dive Rescue or Advanced Rope Rescue)	15
Board Member	25

3. **CALL CREDITS:**

- a. Members qualifying for reimbursement will also be reimbursed an amount equivalent to one call credit for each approved detail up to six (6) hours with a maximum of 2 details per day. Example of an approved special detail would be a fire prevention/education detail performed at a local school.
- b. Volunteer personnel shall be eligible for one call credit for each six consecutive duty shift hours spent at the station, available for immediate response. Volunteers can receive up to 4 duty credits per 24 hours, in addition Volunteers will receive call credits for responding to calls during duty shifts. Rookie FF, Support and Administrative personnel are not eligible for duty shift credits.
- c. In order to receive any reimbursement, members must respond to a minimum percentage of the total number of calls to which his/her department has been dispatched. That required percentage is indicated in this table:

Years of Service	Percentage of Calls Required
Up to 10 years	35%
From 11 - 15 years	30%
From 16 - 20 years	25%
From 21 - 25 years	20%
From 26 - 30 years	15%
Over 30 years	10%

Note: Up to 20% of total membership who are Administrative Personnel can be exempt from the Percentage of Call Requirement.

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Monroe County, Florida

4. FUNDING LIMITATIONS AND RECORD KEEPING:

- a. The total reimbursement disbursed to each department yearly shall not exceed the annual budgeted amount as determined by the Monroe County Board of County Commissioners.
- b. Total monthly reimbursement amount available to each volunteer department will be determined by dividing their respective annual volunteer reimbursement budget amount by 12. Budgeted monthly reimbursement dollars not disbursed will "roll over" and be available for the next month's request.
- c. Each volunteer department will prepare and submit a request for volunteer reimbursement to Monroe County Fire Rescue Headquarters using the Volunteer Department Roster & Reimbursement Request form (MCFRF-021) specified for each month of the year not to exceed their one-twelfth of the annual allocation to that corporation and any funds rolled over from a previous month. Reimbursement will be disbursed to the qualifying volunteers in order of seniority. In all cases preference shall be given to reimbursement of eligible state-fire-certified members who qualify for reimbursement for any month.
- d. Each volunteer department corporation will be responsible for keeping monthly records specifying each member's qualifications, participation and total amount of reimbursement received. These records must be retained for three full fiscal years (October 1-September 30) and made available if requested by Monroe County and may be subject to audit.
- e. Minimum reimbursement for members serving and otherwise qualified for reimbursement during Fiscal Year 2004-5 shall be One Hundred Fifty Dollars (\$150.00) per month. Members serving during Fiscal Year 2004-5 shall execute the *Agreement of Understanding Between the Individual Volunteer Firefighter or EMS Provider and the Fire Department or Ambulance Corps* by September 30, 2005 with an effective date of July 1, 2005.